

THE CITY OF DEXTER
REGULAR CITY COUNCIL MEETING
MONDAY, FEBRUARY 23, 2015

A. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The meeting was called to order at 7:30 PM by Mayor Keough at the Dexter Senior Center located at 7720 Ann Arbor Street in Dexter, Michigan.

B. ROLL CALL: Mayor Keough	J. Carson	D. Fisher
	J. Knight	J. Semifero
	J. Smith	R. Tell

Also present: Courtney Nicholls, City Manager; Michelle Aniol, Community Development Manager; Marie Sherry, Finance Director/Treasurer Carol Jones, Interim City Clerk; Dan Schlaff, Public Services Superintendent; Justin Breyer, Assistant to the City Manager; Scott Maurer, Assistant Public Services Superintendent; Patrick Droze, Orchard, Hiltz & McCliment; Laura Kreps, Carlisle Wortman Associates; Michele Parkkonen and Marilyn Crowley, Michigan Economic Development Council; residents and media.

C. APPROVAL OF THE MINUTES

1. Regular City Council Meeting – February 9, 2015

Motion Smith; support Tell to approve the minutes of the Regular City Council Meeting of February 9, 2015 with the following correction: Page 3 –under the questions in Ms. Aniol’s comments, regarding why Dexter is not a core community the answer should read that Dexter is NOT a distressed community.

Unanimous voice vote approval.

D. PREARRANGED PARTICIPATION

Michele Parkkomen from Michigan Economic Development Council gave an update on the Redevelopment Ready Communities process stating that this program is used to make a community more attractive to investors. Dexter was one of the cities selected to receive a full assessment. Dexter needs to meet all of the best practices in order to receive certification. The next step is for City Council to adopt a resolution to approve certification once all items on the check list are met by the community. Discussion followed.

E. APPROVAL OF THE AGENDA

Motion Tell; support Fisher to approve the agenda with the addition of one item, J-2 Consent Agenda, Recommendation to Appoint Jack Donaldson to the Planning Commission

Unanimous voice vote approval.

F. PUBLIC HEARINGS

None

G. NON-ARRANGED PARTICIPATION

None

H. COMMUNICATIONS:

1. Upcoming Meeting List
2. Sign Calendar

Council Member Smith noted that the Dexter Area Historical Society meeting will be held on March 12 instead of March 5.

I. REPORTS

1. Public Services Superintendent – Dan Schlaff

Mr. Schlaff submits his progress report of the DPW and Water/Sewer per packet.

Mr. Schlaff gave the following updates:

- Still working on removing the Christmas lights between the cold weather and snow storms.
- Still in the process of working on re-installing the Banner Pole on Main Street. Have made contact with the person at the company.
- Thought there might have been a problem with the methane gas as we were using the regular gas supply. Because of the cold, we did use all of the methane gas but needed to back it up with the regular gas. So the methane is working well.
- Question – Did staff dig out the mailboxes that were piled with snow? (Yes)
- Comment – The City should consider placing some sort of a sign on the DPW building identifying it to those walking on the Border-to-Border Trail.

2. Community Development Manager – Michelle Aniol

Ms. Aniol submits her report as per packet. Ms. Aniol gave the following updates:

- Had a meeting with DTE today regarding decommissioning the sub-station on the Broad Street site. Cost to the City is estimated around \$360,000.
- The DDA will be accepting proposals for real estate brokerage services 3045 Broad Street and hope to have them by the next DDA meeting in March. Will be working with the Mayor to put together a timeline of the task associated with the redevelopment of 3045 Broad Street. Discussion followed.

- The DDA moved forward with a RFP for a Retail Market Analysis and application for a grant from the County to help cover costs.
- Questions – Could the same vendor do both a Target Market Analysis and a Retail Market Analysis? (Yes) and Is there a check list for improving best practices in the Redevelopment Ready Communities program? (Yes)
- Council Member Carson commented on regulating oil drilling in the local area and the City has been invited to attend Scio Township’s meetings on the subject. Laura Robinson, founder of Oil Free Backyards, has been involved with the moratorium on oil drilling will address CAPT/DART (Chelsea Area Planning Team/Dexter Area Regional Team) on March 11 in the Chelsea City Chamber office at 7 PM. In April the CAPT/DART meeting will be in Dexter with a topic of the construction by MDOT of an extra lane on US 23 expressway.
- The second pre-application meeting for the 3441 Broad Street site was held and the property owner is doing his due diligence for this property and for the business. He is willing to work to meet the ordinances as much as possible.

3. Boards, Commissions. & Other Reports-“Bi-annual or as needed”

None

4. Subcommittee Reports

Facilities – Verbal Update from February 6th Meeting

- Town Hall meeting will be held at the Dexter District Library on February 28, 2015 at 10:00 AM.

Road Plan – Joe Semifero

Councilmember Semifero gave the following updates:

- Information is in the packet regarding the bidding for 2015 roadwork. Note that there are guidelines to contractors about notifying residents when work is being done.
- The bids are separated into two packages – a paving contract and a maintenance contract. This also includes some drainage improvements at Hudson and Grand as well as from Forest to Grand.
- Discussion followed.

5. City Manager Report

Ms. Nicholls submits her report as per packet. Ms. Nicholls gave the following verbal updates:

- Working on preparing for the May election. Voter cards are to be going out this week and next will be applications for absentee ballots.
- Question – What about reviewing backyard chickens? (Nothing planned at this time.)

6. Mayor’s Report

Mr. Keough submits his report as per packet. Mr. Keough gave the following updates:

- The Dexter Area Fire Department Board met last Thursday and has agreed on the wording for the job posting for the Dexter Fire Chief. It is posted currently on the City's website. Council Member Carson was appointed to the Safety Committee.
- On the Consent Agenda is the naming of Jack Donaldson for the Planning Commission vacancy. This was a difficult decision as there were two good candidates.

J. CONSENT AGENDA

1. Consideration of: Bills and Payroll in the amount of \$271,343.27
2. Consideration of: Appointment of Jack Donaldson to the Planning Commission
3. Consideration of: Request from Knights of Columbus to hold their Annual Tootsie Roll Drive on City Sidewalks from March 27 through March 29, 2015

Motion Fisher; support Smith to approve items 1, 2 & 3 of the Consent Agenda.

Unanimous voice vote approval.

K. OLD BUSINESS-Consideration and Discussion of:

None

L. NEW BUSINESS-Consideration of and Discussion of:

1. Consideration of Appointment of Renius & Renius as City Assessor

Motion Semifero: support Tell to approve the appointment of Renius & Renius as City Assessor at a cost of \$29,952 per year.

Ayes: Carson, Fisher, Knight, Semifero, Smith, Tell and Keough

Nays: None

Motion carries

2. Consideration of: Scope of Services from Orchard, Hiltz & McCliment for Safe Routes to School Project

Motion Carson; support Smith to approve the Scope of Services from Orchard, Hiltz & McCliment for construction engineering services for Safe Routes to School Project in an amount not to exceed \$42,000.

Ayes: Fisher, Knight, Smith, Tell, Carson and Keough

Nays: Semifero

Motion carries 6 to 1

3. Consideration of: Recommendation from Election Commission on Purchase of Election Equipment

Motion Semifero; support Tell to approve the recommendation from the Election Commission on the purchase of election equipment from Scio Township not to exceed \$3,300 and 20 voting booths from Election Source not to exceed \$4,000.

Ayes: Knight, Semifero, Smith, Tell, Carson, Fisher and Keough

Nays: None

Motion carries

4. Consideration of: Title VI Plan

Motion Tell; support Semifero to adopt the Title VI Plan as presented.

Ayes: Semifero, Smith, Tell, Carson, Fisher, Knight and Keough

Nays: None

Motion carries

5. Consideration of: Ordinance Revision Proposal from Carlisle Wortman

Motion Tell; support Carson to approve the Ordinance Revision Proposal from Carlisle Wortman Associates, dated February 2015, in an amount not to exceed \$19,355, with the MEDC (Michigan Economic Development Corporation) providing a technical assistance grant to cover 50% of the project cost and the City contributing a 50% match from funds budgeted in Fiscal Years 2014-15 and 2015-16.

Motion Smith; support Fisher to postpone action on the motion and send it back to the Planning Commission for clarification.

Ayes: Smith, Fisher, Semifero and Keough

Nays: Tell, Carson and Knight

Motion carries 4-3

6. Consideration of: Resolution to Set Meeting Dates for the 2015 Board of Review

Motion Tell; support Knight to adopt the following dates for the purpose of holding a Board of Review on property tax matters for the City of Dexter in 2015.

- City of Dexter Board of Review Organizational Meeting: Tuesday, March 3, 2015.
- Scio Township Board of Review for the purpose of hearing property tax appeals: As adopted by the Scio Township Board of Trustees.
- Webster Township Board of Review for the purpose of hearing property tax appeals: As adopted by the Webster Township Board of Trustees.
- City of Dexter Board of Review meeting for the purpose of correcting Qualified Errors as defined in State Tax Commission Bulletin 18 of 2014: Tuesday, July 21, 2015.

- City of Dexter Board of Review meeting for the purpose of correcting Qualified Errors as defined in State Tax Commission Bulletin 18 of 2014: Tuesday, December 15, 2015.

Ayes: Tell, Carson, Fisher, Knight, Semifero, Smith and Keough

Nays: None

Motion carries

7. Consideration of: Resolution to Set 2015 Hardship Exemption Guidelines

Motion Tell; support Fisher to adopt the resolution approving the policies and guideline for the application for and granting of Hardship Exemptions in the City of Dexter in 2015.

Ayes: Fisher, Knight, Semifero, Smith, Tell Carson and Keough

Nays: None

Motion carries

8. Consideration of: Resolution to Allow Local Residents to Protest in Writing to City Board of Review

Motion Semifero; support Smith that the City of Dexter adopts the resolution that the Board of Review shall receive letters of protest regarding assessment for resident taxpayers for the first Tuesday in March until it adjourns from the public hearings for which it meets to hear such protest and that all notices of assessment change and all advertisements of Board of Review meetings are to include a statement that the resident taxpayers may protest by letter to the Board. Due to the transition period in 2015 between the Townships and the City, this procedure will be in force starting with the 2016 tax season.

Ayes: Knight, Semifero, Smith, Tell, Carson, Fisher and Keough

Nays: None

Motion carries

9. Discussion of: 2017 Federal Aid Road Projects

The discussion included but was not limited to the option of the use of Federal funds to either work on Baker Road or Central Street as it does not appear that road projects can be switched after approval. Central Street may score well with features such as bicycle lanes, walk ability, and the Border to Border Trail. There may be an opportunity to do some of the needed improvements on Baker Road from the Street Fund after the completion of the 3-Year Road Plan.

M. COUNCIL COMMENTS

Carson None

Knight None

Smith None

Jones Was the Banner Pole that fell down the same one that when placed in the ground a number of years ago, was hard to set in place due to ground conditions? (Not known at this time)

Semifero	In regards to the removal of the DTE sub-station, we may want to have DTE take care of it and cleanup the site as there may be some contamination issues with the property.
Fisher	None
Tell	None

N. NON-ARRANGED PARTICIPATION

None

O. CLOSED SESSION FOR THE PURPOSE OF DISCUSSING PENDING LITIGATION AND POTENTIAL PURCHASE OF PROPERTY IN ACCORDANCE WITH MCL 15.268

Motion Fisher; support Carson to move into closed session for the purpose of discussing pending litigation and potential purchase of property in accordance with MCL 15.260 at 10:27 PM.

Ayes: Semifero, Smith, Tell, Carson, Fisher, Knight and Keough
Nays: None
Motion carries

Motion Smith; support Fisher to leave closed session at 10:35 PM.

Ayes: Smith, Tell, Carson, Fisher, Knight, Semifero and Keough
Nays: None
Motion carries

P. ADJOURNMENT

Motion Smith; support Tell to adjourn at 10:36 PM.

Unanimous voice vote approval.

Respectfully submitted,

Carol J. Jones
Interim Clerk, City of Dexter

Approved for Filing: _____